

**Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, June 16, 2025**

The meeting was called to order by Dan Herzberg at 6:30 p.m. **Present:** Chad Fischer, Dan Herzberg, Troy Schaden, Terry Malcheski and Brandon Strelow from Cedar Corporation. Others present: Cindy Beeler, Kathy Greaves, and John Greaves. Absent: Doug Allen

Approve minutes from May 19, 2025 – Chad Fischer made a motion to approve the **May 19, 2025**, meeting minutes as presented. Dan Herzberg seconded the motion, and the motion carried with Fischer and Herzberg in favor.

Approve agenda for June 16, 2025 – Dan Herzberg made a motion to approve the agenda for the meeting and a second was made by Chad Fischer. The motion carried with Fischer and Herzberg (all) in favor.

Correspondence – none

Agenda Item #1 - Review Bids for Stub-lateral installation at Greaves property on East Frontage Road and possible award of contract – Kathy and John Greaves are present to discuss with the board the stub lateral that needs placing on their property at 1590 East Frontage Road. Kathy Greaves announced she is recording the meeting for her son C.J. Greaves, who was unable to attend the meeting. Kathy Greaves inquired as to whether monetary assistance from the sanitary district can be provided to assist with the cost of installing the stub lateral at their property. Dan Herzberg indicated the sanitary district is unable to do this. Kathy Greaves inquired as to the timeline for making the connection to the sanitary sewer. Dan indicated the ordinance indicates 90 days, but also noted Advance Construction, the low bidder on the project, likely can't meet that timeline, thus the sanitary district can be somewhat flexible. Much discussion took place regarding the history of this issue. Kathy indicated they read the letter dated 9/21/2022 that was issued by Cedar Corporation and mailed out by the sanitary district, but they misunderstood the content of the letter. The letter, which a copy is attached to these minutes, was read by Brandon Strelow and Brandon emphasized in the letter it indicates; "In order to accommodate your existing plumbing system, it is necessary to know where you would like your sanitary service stub (lateral) located prior to installation." Because a stub lateral location wasn't marked by the Greaves, a stub lateral was not placed at the time DeGroot placed the mainline sewer system. To install a stub lateral after the mainline was placed resulted in a change order submitted by DeGroot at a cost of approximately \$29,000. The sanitary district was unable to agree to the change order due to the original contract price was being financed by the special assessment process. Kathy Greaves requested copies of the bids that were submitted by the contractors and Brandon will send those to her. Kathy Greaves read a letter to the board of her/their personal thoughts on the matter and a copy of the letter is attached to these minutes. This matter will be discussed further at the July 21, 2025, meeting.

Agenda item #2 - Lateral failure at 1272 Melissa Blvd. discussion and possible action – Cindy Beeler, the property owner of 1272 Melissa Blvd., was present to discuss with the board some issues she had with her lateral. The sanitary district had DeGroot Construction investigate and there isn't a break in the line, but there is a significant dip in the liner. The contractor indicated to Dan they have rectified this. Cindy's contractor indicated to her the "pipe was placed backwards." Cindy did experience some repairs/restorations that needed to be done due to the dip in the line and because this is on the sanitary district's side of the infrastructure, the district has agreed to reimburse Cindy for costs she occurred in the amount of \$647.05. A motion was made by Chad Fischer to issue payment to Cindy in the amount of \$647.05 and the motion was seconded by Dan Herzberg. The motion carried with all in favor. Cindy was issued check #1415 in the amount of \$647.05. Cindy indicated some restoration work still needs to be done in the roadway area and she will send pictures to Dan. Until the contractor can get out there to restore, the district will temporarily place some black dirt and Cindy indicated she will place some grass seed down. Dan will telephone DeGroot about restoring, the need to televise, survey work and to inspect down to where the lateral is connected to ensure no further issues.

Agenda Item #3 - Discussion and possible action on proposed development near Allen Road and Mourning Dove

– No update on this topic other than Dan sent the ordinances to the inquiring party.

Agenda Item 4. - Ball Park Road sewer service versus on-site to properties west of the sewer-main line and possible action

– No update on this topic and this item can be removed from future agendas. Property owners are aware they are in the sanitary district and may be required to connect in the future if the sewer is extended.

Agenda Item #5 - Lagoon Valve Replacement Project Update and Possible Action – Brandon Strelow reported the preconstruction meeting was held last Tuesday. It is expected to have submittals to WI DNR submitted and approved by August/September. Brandon did inquire of them as to whether the effluent can be increased, as the pond levels continue to be concerning. They are holding steady and dropping slightly. Brandon hasn't had a response from the WI DNR regarding the request to increase the effluent. Troy indicated he borrowed a pump from Abrams Sanitary District. There is some concern the manhole in the driveway, where it drains, could compromise the liner.

Agenda Item #6 - Maintenance and operations report: Update, discussion of any outstanding items and possible action

- It was reported the casting on a manhole on Allen Road (near Doug Allen's property) was knocked off. It appears to have been struck by a farm implement. The manhole cover was down in the ditch line. Troy needs to reset at or above the road level. Need to permanently adjust so it doesn't get struck in the future. The ditch is deep and there isn't any shoulder. An inquiry will be made of Advance Construction if they can do the work when they are out in the area for the valve project. The filters are working properly at the plant and phosphorus levels are being met. The Compliance Maintenance Annual Report is due to WI DNR by 6-302-25 and Troy reviewed the results with the board. The board accepts the CMAR with a motion by Chad Fischer and a second by Dan Herzberg. The motion carried with all in favor. Resolution 061692025-01 is assigned. A microbiology vendor will attend the July 21st meeting to discuss with the board options for sludge treatment and removal.

Agenda Item #7 - Update connections pending East Frontage and Lilly Lilac Road Sewer Extensions with possible action

– Another property on Lilac Road has made connection. There are still a few others on Lilac needing to connect, as well as the Greaves property on East Frontage Rd. The ordinance will be reviewed, and another letter will need to be mailed to these properties reminding them of the requirements to connect under the Sewer Use Ordinance.

Agenda Item #8- Update regarding easement at Zepnick Property (FKA Kussow property) and any needed action

– There isn't an update on this item at this time and for now, this topic can be removed from future agendas.

Agenda Item #9 - Report from clerk/secretary, review expenditures, and possible action

– Each commissioner was provided a copy of the expenditures that occurred since the last meeting and these were reviewed. Chad Fischer made a motion to approve the expenditures, and the motion was seconded by Dan Herzberg. The motion carried with all in favor. `

Set Next Meeting Date – The next meeting will occur on Monday, July 21, 2025, at 6:30 p.m. Dan Herzberg made a motion to adjourn the meeting at 7:33 p.m. with a second by Chad Fischer and all in favor.

Recorded by Terry Malcheski